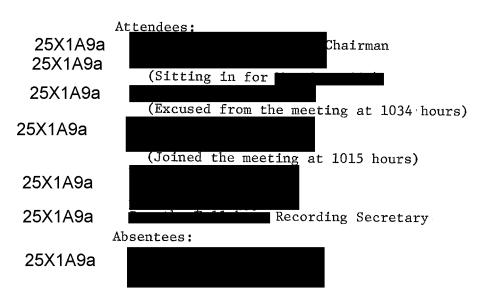
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CAREER SERVICE PANEL Minutes of the Meeting 8 January 1968



- 1. The Chairman called the meeting to order at 0914 hours.
- 2. There were no new additions to the agenda for 8 January 1968.

25X1A9a 25X1A9a

- 3. moved that the minutes of 4 December 1967 be approved. seconded the motion. Vote was unanimous. Motion carried.
- 4. The following item was taken up just before the CSP Meeting adjourned but for purposes of routine clarity will be inserted here.

25X1A9a s report which covered the following:

Promotion Actions 25X1A9a GS-13 to GS-14 25X1A9a Ъ. GS-13 to GS-14 25XX1AQ93 GS-12 to GS-13 c. d. GS-13 to GS-14 Additions 25X1A9a , GS-5, Secretary-Steno to be used on a "floater basis" - Admin/ORD 25X1A9a Ъ. GS-14, to Analysis/ORD. from NPIC 25X1A9a c. formerly with OCS, have joined ORD on a permanent basis.

declassification

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4. (Continued)

#### <u>Miscellaneous</u>

Promotion actions have been approved on 25X1A9a GS-4 to GS-5, and rom GS-3 to GS-4; by 25X1A9a Special Panel/ORD and have been forwarded to Office of Personnel.

OUALITY STEP INCREASE 25X1A9a

from GS-15, step 4 to GS-15, step 5 on

31 December 1967

The final results on the Competitive Evaluation for GS-9through GS-11 is as follows:

25X1A9	GRADE	DIV.	DIVISION RATING	REVIEWER'S RATING	CSP RATING
	GS-10	An	B	C	В
	GS-11	Admin	<b>⋆</b>	*	*
	GS-11	Optics	B	B	B
	GS-11	RP	A	**	**
	GS-11	An	B	D	C
	GS-11	An	B	***	***
	GS-11	An	A	****	A/B
	GS-11	An	B	C	C

Ratings held by Recording Secretary

personnel file.

25X1A9a.

Reviewer & CSP felt that had not been on board long enough with ORD to be rated.

25X1A9a

recommended that CSP hold up on rating of until the next CSP meeting on 5 February 1968.

25X1A9a

25X1A9a

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25X1A9a

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25X1A9a

was unable to rate because of lack of information in official personnel folder. He pointed out that record of MS degree received by from University of Michigan had not been included in the official personnel file on copy of this record has been obtained and has been forwarded to OP with a request that they include it in official

25X1A9a asked that the CSP discuss and designate a cut-off point on employees who have not been with ORD long enough when competitive  $25X1A9a_{\mathrm{valuations}}$  are taken up by the CSP. asked that this topic be included on the agenda for 5 February CSP meeting.

25X1A9a

told the CSP members that the memorandum on NSA Training Opportunities for New Employees had been sent to them for information only. The Chairman thought lit was an opportunity to get

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7. (Continued)

an expression from the CSP members on whether they thought that this might be useful as a technique for ORD, if it could be so established.

25X1A9a stated, after discussion with the Panel, that it seemed to be the consensus of the members that ORD does have a technique which permits training of an ORD employee but no enrollment is needed immediately when an employee enters on duty with ORD. This should be reserved for rare training complements in DD/S&T.

8. Guidelines for External Training was distributed to the CSP members for information only.

25X1A9a

25X1A9a

9. Morrow moved that Management Development at Harvard Business School. Four

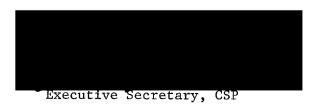
25X1A9a Program for Management Development at Harvard Business School. Four

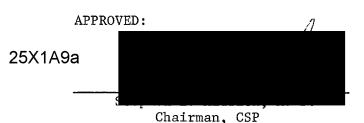
25X1A9a yoted For and two members deferred (Messrs Motion was a sinstructed by the Chairman to notify the CSP decision.

25X1A9a 10. supplied the CSP members with further information on 25X1A9a as to points of his ability and performance of duties.

- 11. The Chairman scheduled the next CSP meeting for 5 February at 0900 hours.
  - 12. Meeting was adjourned at 1104 hours.

25X1A9a





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#### A M E N D E D A G E N D A

Career Service Panel Office of Research and Development

8 January 1968

0900 hours Room 607 - Conference Room

- Review of agenda for 8 January 1968. 1.
- 2. Review of minutes for 4 December 1967.
- 3. Competitive Evaluation GS-9 - GS-11
- Recommendation for Quality Step Increase -

25X1A9a 25X1A9a

GS-13, step 3 to GS-13, step  $4^{\circ}$ 

25X1A9a

5. NSA Training Opportunities for New Employees

25X1A9a

Guidelines for External Training

25X1A9a

Program for Management Development at Harvard Business School - Nominees